

**Request for Quotation and Qualifications  
Number *RFQQ-2015-0929-ACQ***

**for**

***Network-connected Devices to Count Pedestrian  
Traffic at Ferry Terminals***

**by the**

**Washington State**

**Department of Transportation**

**Release Date: September 29, 2015**

**Due Date and Time**

***November 9, 2015 at 3:00 PM (PT)***

The RFQQ Coordinator is the **SOLE POINT OF CONTACT** at WSDOT for this procurement.  
All communication between the bidding Proposers and WSDOT shall be with the RFQQ  
Coordinator.

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# SECTION 1

## 1. INTRODUCTION

### 1.1 Background

The Washington State Department of Transportation (WSDOT) Ferries Division is the largest ferry operator in the United States. Operating as Washington State Ferries (WSF), the department is responsible for twenty (20) auto / passenger ferries serving ten (10) ferry routes in the Puget Sound region, including one international route from Anacortes, Washington to Sidney, British Columbia. WSF carries approximately twenty three (23) million total riders and ten (10) million vehicles annually. Approximately one third of the total riders are regular commuters, with the balance being recreational, business / medical appointments and commercial vehicles. Traffic volumes and the percentage of trip types vary by route, as do the size of the vessels, service frequency and span of coverage.

Washington State Ferries wishes to deploy a uniform approach to counting passengers as they board a vessel at any of our twenty (20) terminals. Currently, WSF uses a combination of turnstile counts, ticket sales, and human observers (using simple hand “clickers”) to determine with variable accuracy how many people have boarded. Under certain conditions, the approximate value derived from these approaches requires the introduction of a significant margin of error in uplift to assure that the derived count is never lower than fact. Vessels have restrictions on the number of passengers allowed, and these upper limits must not be exceeded.

WSDOT desires to improve the accuracy of its processes for counting passengers as they board a ferry vessel. Currently, passengers are counted by hand, and there is a desire to add a machine-based measurement to the final determination of the vessel load. Passengers board vessels from many entry and egress points. This specific acquisition is focused on those places where only pedestrian traffic will be measured (i.e., counting passengers inside vehicles is a task specifically excluded from the solution being sought). This contract will enable WSDOT to collect information about the number of passengers walking through our pedestrian entries both when boarding and leaving the vessel. The pilot implementation for this solution will be WSF’s Colman Dock (Pier 52) facility in downtown Seattle, Washington state. Upon successful implementation of the pilot, up to five (5) additional sites are targeted for installation during the initial term of the contract. The sites are WSF terminal facilities in Bremerton, Bainbridge Island, Edmonds, Kingston, and Anacortes.

### 1.2 Acquisition Authority

Chapter 39.26 of the Revised Code of Washington (RCW) as amended. WSDOT issues this Request for Quotation and Qualifications (RFQQ) acting under the delegated authority of the Department of Enterprise Services and consistent with the policies and standards of the OCIO.

### 1.3 Purpose

WSDOT is initiating this solicitation to acquire a complete solution for counting pedestrian passengers as they embark and disembark from vessels. The Ferries Division of WSDOT (aka Washington State Ferries or “WSF”) keeps a close count of passengers so that the vessel Master or Captain is always aware of how many people are aboard. The count of passengers loaded and

unloaded must be stored and forwarded to various interested parties, including the vessel Master, on a real-time or near-real-time basis.

WSDOT desires to enter into a Contract, on a competitive basis, with a qualified software developer or consultant or integrator to implement the solution as described above and further herein.

## 1.4 Contract Term

It is anticipated that the initial term of the resulting Contract will be five (5) years, commencing on the effective date of the Contract. WSDOT, at its sole discretion, may initiate extending the Contract for up to five (5) additional one- (1) year terms.

## 1.5 Definitions

**“Acceptable Alternative”** shall mean a Vendor-proposed option that WSDOT considers satisfactory in meeting a Mandatory requirement. WSDOT, at its sole discretion, will determine if the proposed alternative meets the intent of the original Mandatory requirement.

**“Apparently Successful Vendor”(ASV)** shall mean the Vendor(s) who: (1) meets all the requirements of this RFQQ, **and** (2) receives the highest number of total points in the scored evaluation.

**“Business Days” or “Business Hours”** shall mean Monday through Friday, 8 AM to 5 PM, local time in Olympia, Washington, excluding Washington State holidays.

**“Contract”** shall mean the RFQQ, the Response, Contract document, all schedules and exhibits, and all amendments awarded pursuant to this RFQQ.

**“Delivery Date”** shall mean the date by which the ordered Pedestrian Counting Solution must be delivered, installed, and demonstrated in good working order..

**“Desirable” or “(D)”** shall mean the requirement is important but not mandatory. The Response will not be scored.

**“Desirable Scored” or “(DS)”** shall mean the requirement is important but not mandatory, and the Response will be scored.

**“WSDOT”** shall mean the Washington State Department of Transportation.

**“WSF”** shall mean the Ferries Division of WSDOT.

**“License”** shall mean the right to use all functions and tools associated with the proposed Pedestrian Counting Solution.

**“Mandatory” or “(M)”** shall mean the Vendor must comply with the requirement, and the Response will be evaluated on a pass/fail basis.

**“Mandatory Scored” or “(MS)”** shall mean the Vendor must comply with the requirement, and the Response will be scored.

**“Products”** shall mean all software, hardware or other licensed goods required to meet all functions of the proposed Pedestrian Counting Solution as defined in this section.

**“RCW”** means the Revised Code of Washington.

**“Response”** shall mean the written proposal submitted by Vendor to WSDOT in accordance with this RFQQ. The Response shall include all written material submitted by Vendor as of the date set forth in the RFQQ schedule or as further requested by WSDOT.

**“Services”** may include both Professional Services and those Services provided by Vendor relating to the solicitation, deployment, development and/or implementation activities that are appropriate to the scope of this solicitation.

**“Software”** shall mean the object code version of computer programs Licensed pursuant to the Contract. Software also means the source code version, where provided by Vendor. Embedded code, firmware, internal code, microcode, and any other term referring to software residing in the Equipment that is necessary for the proper operation of the Equipment and is not provided nor supported directly by the Vendor is not included in this definition of Software. Software includes all prior, current, and future versions of the Software and all maintenance updates and error corrections.

**“State”** shall mean the state of Washington.

**“Statement of Work” (SOW)** shall mean the description of all Software, Hardware, Services, and other such goods and activities as are necessary to meet the goals of the RFQQ. A formal SOW shall be attached to the contract and will be used to assure that the Vendor has delivered all aspects of the Solution under the terms and conditions of the resulting Contract.

**“Subcontractor”** shall mean one not in the employment of Vendor, who is performing all or part of the Statement of Work of the resulting Contract under a separate contract with Vendor. The term “Subcontractor” means Subcontractor(s) of any tier.

**“Vendor”** shall mean a company, organization, or entity submitting a Response to this RFQQ.

## **1.6 Award**

Only one (1) ASV will be identified via this procurement. WSDOT intends to award only one (1) Contract.

## **1.7 Public Works**

The Vendor must have the ability to comply with all statutory and administrative requirements concerning public works, including without limitation, prevailing wage. Whenever a project is subject to the Federal Davis-Bacon Act, the Vendor and all Subcontractors must pay at least the higher rate of the Federal or State prevailing wage.

## **1.8 Prevailing Wage**

In compliance with Chapter 49.28 RCW, Contractor agrees that no worker, laborer, or mechanic in the employ of the Contractor or subcontractor shall be permitted or required to work more than eight (8) hours in any one calendar day, or forty (40) hours in any one calendar week, provided that in cases of extraordinary emergency such as danger to life or property, the hours of work may be extended but in such cases the rate of pay for time employed in excess of the above shall be at the prevailing overtime rate of pay. Except, contracts will not require the payment of overtime rates for the first two hours worked in excess of eight (8) hours per day when the employer has obtained the employee’s agreement (as defined in WAC 296-127-022) to work a four-day, ten-hour work week.

Contractor shall pay the prevailing rates of wages to all workers, laborers, or mechanics employed in the performance of any part of the Work in accordance with RCW 39.12 and the rules and regulations of the Department of Labor and Industries. The schedule of prevailing wage rates for the locality or localities of the Work, as determined by the Industrial Statistician of the Department of Labor and Industries can be found at the following website: [www.lni.wa.gov/TradesLicensing/](http://www.lni.wa.gov/TradesLicensing/)

The Contractor must submit to the Industrial Statistician of the Department of Labor and Industries a "Statement of Intent to Pay Prevailing Wages." A copy of the approved intent statements must be submitted to the payment agency in order to receive the first progress payment on this contract. Following final acceptance of the project, Contractor must submit to the Industrial Statistician an "Affidavit of Wages Paid." An approved affidavit must be submitted to the payment agency before they are authorized to release the retained funds.

Each "Statement of Intent to Pay Prevailing Wages" or "Affidavit of Wages Paid" submitted for approval to the Industrial Statistician must be accompanied with the current filing fee.

A copy of the approved Statement of Intent to Pay Prevailing Wages shall be posted at the job site with the address and telephone number of the Industrial Statistician, where a complaint or inquiry concerning prevailing wages may be made. If a dispute arises as to what are the prevailing rates of wages for a specific trade, craft or occupation, and such dispute cannot be adjusted by the parties in interest, including labor and management representatives, the matter shall be referred for arbitration to the Director of the Department of Labor and Industries.

## **1.9 Funding**

Any contract awarded as a result of this procurement is contingent upon the availability of funding.



## SECTION 2

### 2. SCHEDULE

This RFQQ is being issued under the following Schedule. The Response deadlines are mandatory and non-negotiable. Failure to meet any of the required deadlines will result in disqualification from participation. All times are local time, Olympia, WA.

DATE & TIME	EVENT
<i>September 29, 2015</i>	RFQQ Issued
<i>October 6, 2015</i>	Vendor Requests for Pre-Response Conference Call Link due/or RSVP for Pre-Response Conference
<i>October 8, 2015</i>	Optional Vendor Pre-Response Conference and Site Visit
<i>October 15, 2015</i>	Final Vendor Questions and Comments due
<i>October 22, 2015</i>	State's Final Written Answers issued
<i>November 9, 2015 (3:00 PM PT)</i>	Responses due
<i>November 10, 2015</i>	Evaluation period begins
<i>November 18-19, 2015</i>	Vendor Presentations
<i>November 23, 2015</i>	Announcement of ASV.
<i>November 30, 2015</i>	Vendor Request for Optional Debriefing due
<i>December 3-4, 2015</i>	Optional Vendor Debriefings
<i>December 7, 2015</i>	Begin Contract Negotiations
<i>December 17, 2015</i>	**Contract Effective and made available for purchases

WSDOT reserves the right to revise the above schedule.

## SECTION 3

### 3. ADMINISTRATIVE REQUIREMENTS

#### 3.1 RFQQ Coordinator (Proper Communication)

Upon release of this RFQQ, all Vendor communications concerning this solicitation must be directed to the RFQQ Coordinator listed below. With the exception of the Office of *Minority and Women's Business Enterprises*, (reference Subsection 3.18), unauthorized contact regarding this solicitation with other state employees involved with the solicitation may result in disqualification. All oral communications will be considered unofficial and non-binding on the State. Vendors should rely only on written statements issued by the RFQQ Coordinator.

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P.O. Box 47408  
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E-mail: carroltt@wsdot.wa.gov

If using US Postal Service:

WSDOT  
Administrative Contracts Office  
P.O. Box 47408  
Olympia, WA 98504-7408

If using UPS, FedEx, etc:  
WSDOT  
Administrative Contracts Office  
310 Maple Park Ave SE 2B1  
Olympia, Wa 98504-7408

#### 3.2 Optional Pre-Response Conference and Optional Site Visit

Vendors who wish to submit a response to this RFQQ *may* participate in a Pre-Response Conference on the date and time identified in the *Schedule* (Section 2). The conference will be held at the following location:

Washington State Ferries Headquarters  
2901 3<sup>rd</sup> Avenue  
Seattle WA 98121

Vendors planning to have a representative present at the Pre-Response Conference should e-mail their intent to participate to the RFQQ Coordinator no later than 3 PM local Seattle time on the day before the Pre-Response Conference. The Pre-Response Conference will also include an optional site visit.

A conference call link will also be set up for Vendors who cannot attend in person. Vendors who want to call in to the Pre- Response Conference should e-mail a request for conference link information to the RFQQ Coordinator September 28, no later than 1:00 PM Pacific Time.

The purpose of this conference is to provide Vendors an opportunity to address questions they may have concerning the RFQQ. Vendors are requested to pre-submit their questions in writing to the RFQQ Coordinator at their earliest opportunity prior to the conference. Verbal answers to additional Vendor questions at the time of the conference will be unofficial.

### 3.3 Vendor Questions

Vendor questions regarding this RFQQ will be allowed until the date and time specified in the *Schedule* (Section 2). Vendor questions must be submitted in writing (e-mail acceptable) to the RFQQ Coordinator. An official written WSDOT response will be provided for Vendor questions received by this deadline. Written responses to Vendor questions will be posted in WSDOT Website at: <http://www.wsdot.wa.gov/Business/Contracts/> and the Washington Electronic Business Solution (WEBS) website at <https://fortress.wa.gov/ga/webscust/>.

The Vendor that submitted the questions will not be identified. Verbal responses to questions will be considered unofficial and non-binding. Only written responses posted in WEBS and to the WSDOT web site will be considered official and binding.

### 3.4 Vendor Comments Invited

Vendors are encouraged to review the mandatory requirements of this RFQQ carefully, and submit any comments and recommendations to the RFQQ Coordinator. Where mandatory requirements appear to prohibit or restrict your firm's participation, an explanation of the issue with suggested alternative language should be submitted in writing to the RFQQ Coordinator by the deadline for Vendor Questions, Comments, and Complaints in the *Schedule* (Section 2).

### 3.5 Response Contents

**The Response must contain information responding to all mandatory requirements in Sections 4 through 7, completed references, and must include the signature of an authorized Vendor representative on all documents required in the appendices.**

Proposals that do not provide all of the requested information and do not follow the required format shall be disqualified. Items marked "(M)" are mandatory and must be included as part of the proposal for the proposal to be considered responsive. A response of "not applicable" is considered responsive.

The Submittal Letter, [Exhibit A – Certifications and Assurances](#), [Exhibit B – Vendor Business Reference](#) and Exhibit M – Cost Model must be signed and dated in by a person authorized to legally bind the Vendor to a contractual relationship, e.g., the President or Executive Director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship. All required original signatures must be in blue ink only.

The Letter of Submittal must be on official Vendor letterhead, and must be signed by a person authorized to bind your organization to a contract. Your Letter of Submittal must include the following in the order given:

1. Vendors name
2. Name and title of the Vendors authorized representative
3. Address
4. Telephone number
5. Fax Number

6. Statement that Vendor will register with the Office of Financial Management as a statewide Vendor.
7. Statement that proof of insurance shall be provided if awarded a contract

### **3.6 (M) Delivery of Responses**

The Response, in its entirety, must be received by the RFQQ Coordinator in accordance with the Solicitation Schedule. Responses are to be sent via e-mail unless other arrangements are agreed upon in advance and in writing by the RFQQ Coordinator. Late Responses will not be accepted and will be automatically disqualified from further consideration. The "receive date/time" posted by the RFQQ Coordinator's e-mail system will be used as the official time stamp and may not be the exact time. WSDOT assumes no responsibility for delays caused by network problems or any other party.

### **3.7 Cost of Response Preparation**

WSDOT will not reimburse Vendors for any costs associated with preparing or presenting a Response to this RFQQ.

### **3.8 Response Property of WSDOT**

All materials submitted in response to this solicitation become the property of WSDOT, unless received after the deadline in which case the Response is returned to the sender. WSDOT has the right to use any of the ideas presented in any material offered. Selection or rejection of a Response does not affect this right.

### **3.9 Proprietary or Confidential Information**

Any information contained in the Response that is proprietary or confidential must be clearly designated. Marking of the entire Response or entire sections of the Response as proprietary or confidential will not be accepted nor honored. WSDOT will not accept Responses where pricing is marked proprietary or confidential, and the Response will be rejected.

To the extent consistent with chapter 42.17 RCW, the Public disclosure Act, WSDOT shall maintain the confidentiality of Vendor's information marked confidential or proprietary. If a request is made to view Vendor's proprietary information, WSDOT will notify Vendor of the request and of the date that the records will be released to the requester unless Vendor obtains a court order enjoining that disclosure. If Vendor fails to obtain the court order enjoining disclosure, WSDOT will release the requested information on the date specified.

The State's sole responsibility shall be limited to maintaining the above data in a secure area and to notify Vendor of any request(s) for disclosure for so long as WSDOT retains Vendor's information in WSDOT records. Failure to so label such materials or failure to timely respond after notice of request for public disclosure has been given shall be deemed a waiver by Vendor of any claim that such materials are exempt from disclosure.

### **3.10 Waive Minor Administrative Irregularities**

WSDOT reserves the right to waive minor administrative irregularities contained in any Response. Additionally, WSDOT reserves the right, at its sole option, to make corrections to Vendors' Responses when an obvious arithmetical error has been made in the price quotation.

Vendors will not be allowed to make changes to their quoted price after the Response submission deadline.

### **3.11 Errors in Response**

Vendors are liable for all errors or omissions contained in their Responses. Vendors will not be allowed to alter Response documents after the deadline for Response submission. WSDOT is not liable for any errors in Responses. WSDOT reserves the right to contact Vendor for clarification of Response contents.

In those cases where it is unclear to what extent a requirement or price has been addressed, the evaluation team(s) may, at their discretion and acting through the RFQQ Coordinator, contact a Vendor to clarify specific points in the submitted Response. However, under no circumstances will the responding Vendor be allowed to make changes to the proposed items after the deadline stated for receipt of Responses.

### **3.12 Amendments/Addenda**

WSDOT reserves the right to change the *Schedule* or other portions of this RFQQ at any time. WSDOT may correct errors in the solicitation document identified by WSDOT or a Vendor. Any changes or corrections will be by one or more written amendment(s), dated, and attached to or incorporated in and made a part of this solicitation document. All changes must be authorized and issued in writing by the RFQQ Coordinator. If there is any conflict between amendments, or between an amendment and the RFQQ, whichever document was issued last in time shall be controlling. In the event that it is necessary to revise or correct any portion of the RFQQ, a notice will be posted in WEBS and on the procurement web site at:

<http://www.wsdot.wa.gov/Business/Contracts/>

### **3.13 Right to Cancel**

With respect to all or part of this RFQQ, WSDOT reserves the right to cancel or reissue at any time without obligation or liability.

### **3.14 Contract Requirements**

To be responsive, Vendors must indicate a willingness to enter into a Contract substantially the same as the Contract in Exhibit C, by signing the *Certifications and Assurances* located in Exhibit A. Any specific areas of dispute with the attached terms and conditions must be identified in the Response and may, at the sole discretion of WSDOT, be grounds for disqualification from further consideration in the award of a Contract.

Under no circumstances is a Vendor to submit their own standard contract terms and conditions as a response to this solicitation. Instead, Vendor must review and identify the language in Exhibit C that Vendor finds problematic, state the issue, and propose the language or contract modification Vendor is requesting. All of Vendor's exceptions to the contract terms and conditions in Exhibit C must be submitted within the Response. WSDOT expects the final Contract signed by the ASV to be substantially the same as the contract located in Exhibit C.

The foregoing should not be interpreted to prohibit either party from proposing additional contract terms and conditions during negotiation of the final Contract.

The ASV will be expected to execute the Contract within ten (10) Business Days of its receipt of the final Contract. If the selected Vendor fails to sign the Contract within the allotted ten (10) days time frame, WSDOT may elect to cancel the award, and award the Contract to the next ranked Vendor, or cancel or reissue this solicitation (see Subsection 3.13, *Right to Cancel*).

Vendor's submission of a Response to this solicitation constitutes acceptance of these contract requirements.

### **3.15 Incorporation of Documents into Contract**

This solicitation document and the Response will be incorporated into any resulting Contract.

### **3.16 No Best and Final Offer**

WSDOT reserves the right to make an award without further discussion of the Response submitted; *i.e.*, there will be no best and final offer request. Therefore, the Response should be submitted on the most favorable terms that Vendor intends to offer.

### **3.17 No Costs or Charges**

No costs or charges under the proposed Contract may be incurred before the Contract is fully executed.

### **3.18 Minority and Women's Business Enterprises (MWBE)**

WSDOT strongly encourages participation of minority and women businesses. Vendors who are MWBE certified or intend on using MWBE certified Subcontractors are encouraged to identify the participating firm on Exhibit E. No minimum level of MWBE participation is required as a condition of receiving an award and no preference will be included in the evaluation of Responses in accordance with chapter 39 RCW. For questions regarding the above, contact Office of MWBE at (360) 753-9693.

### **3.19 Veteran-Owned Business Enterprise**

WSDOT also strongly encourages participation of businesses owned by veterans. Vendors who are registered with the Washington State Department of Veterans Affairs are encouraged to identify the participating firm in the proposal. No minimum level of veteran-owned business participation is required as a condition of receiving an award and no preference will be included in the evaluation of Responses in accordance with chapter 43.60A RCW. For questions regarding the above, contact the Washington State Department of Veterans Affairs at (800) 562-0132

### **3.20 No Obligation to Contract/Buy**

WSDOT reserves the right to refrain from Contracting with any and all Vendors. Neither the release of this solicitation document nor the execution of a resulting Contract obligates WSDOT to make any purchases.

### **3.21 Non-Endorsement and Publicity**

In selecting a Vendor to supply a Pedestrian Counting Solution to the state of Washington, the State is neither endorsing Vendor's Products, nor suggesting that they are the best or only solution to the State's needs. By submitting a Response, Vendor agrees to make no reference to WSDOT or the state of Washington in any literature, promotional material, brochures, sales presentation or the like, regardless of method of distribution, without the prior review and express written consent of WSDOT.

### **3.22 Withdrawal of Response**

Vendors may withdraw a Response that has been submitted at any time up to the Response due date and time (identified on the *Schedule*, Section 2). To accomplish Response withdrawal, a written request signed by an authorized representative of Vendor must be submitted to the RFQQ Coordinator. After withdrawing a previously submitted Response, Vendor may submit another Response at any time up to the Response submission deadline.

### **3.23 Optional Vendor Debriefing**

Only Vendors who submit a Response may request an optional debriefing conference to discuss the evaluation of their Response. The requested debriefing conference must occur on or before the date specified in the *Schedule* (Section 2). The request must be in writing (fax or e-mail acceptable) addressed to the RFQQ Coordinator.

The optional debriefing will not include any comparison between the Response and any other Responses submitted. However, WSDOT will discuss the factors considered in the evaluation of the requesting the Response and address questions and concerns about Vendor's performance with regard to the solicitation requirements.

### **3.24 Complaint and Protest Procedures**

Vendors who have submitted a Response to this solicitation and have had a debriefing conference may make protests. Upon completion of the debriefing conference, a Vendor is allowed five (5) Business Days to file a formal protest of the solicitation with the RFQQ Coordinator. Further information regarding the grounds for, filing and resolution of protests is contained in Exhibit F, *Complaint and Protest Procedures*.

### **3.25 Selection of Apparently Successful Vendor**

All Vendors responding to this solicitation will be notified by mail or e-mail when WSDOT has determined the ASV. The ASV will be the respondent who: (1) meets all the requirements of this RFQQ; and (2) receives the highest number of total points as described in Section 7, *Vendor Total Score*. The date of announcement of the ASV will be the date the announcement letter is postmarked, or if emailed the date the e-mail is sent.

### **3.26 Electronic Availability**

The contents of this RFQQ and any amendments/addenda and written answers to questions will be available on the WSDOT web site at: <http://www.wsdot.wa.gov/Business/Contracts/>. The document(s) will be available in Microsoft Word and Adobe PDF formats.

### **3.27 WORKER'S COMPENSATION COVERAGE**

The Vendor will, at all times, comply with all applicable workers' compensation, occupational disease and occupational health and safety laws, statutes and regulations to the full extent applicable. Neither the State of Washington nor WSDOT will be held responsible in any way, for claims filed by the Vendor or their employees for service(s) performed under the terms of this contract awarded from this RFP.

### **3.28 AWARD BASED ON MULTIPLE FACTORS**

The evaluation process is designed to award the contract to the Vendor whose proposal best meets the requirements of this RFQQ. WSDOT executive management will make the final decision/selection after analysis of the proposals has been submitted.

## SECTION 4

### 4. VENDOR REQUIREMENTS

Respond to the following requirements per the instructions in section 3.5.

#### 4.1 (M) Vendor Profile

Vendor must provide the legal business name, legal status (*e.g.*, corporation, sole proprietor, etc.) and the year the entity was organized to do business as the entity now substantially exists, Washington State Uniform Business Identification (UBI) number, the home office address, and telephone and fax numbers, web site URL (if any), and organizational chart of the legal entity with whom WSDOT may execute any Contract arising from this RFQQ, including the names and titles of Vendor's principal officers.

#### 4.2 (M) Vendor Organizational Capabilities

Vendor must provide a brief description of its entity (including business locations, size, areas of specialization and expertise, client base and any other pertinent information that would aid an evaluator in formulating a determination about the stability and strength of the entity), including the Vendor organization's experience and history with supplying, installing, and supporting similar pedestrian counting solutions.

#### 4.3 (M) Vendor Account Manager

Vendor shall appoint an Account Manager who will provide oversight of Vendor contract activities. Vendor's Account Manager will be the principal point of contact concerning Vendor's performance under this Contract. Vendor shall notify the WSDOT Contract Administrator, in writing, when there is a new Vendor Account Manager assigned to this Contract. The Vendor Account Manager information is:

Vendor Account Manager:

Address:

Phone:

Fax:

E-mail:

#### 4.4 (M) Vendor Licensed to do Business in Washington

Within thirty (30) days of being identified as the ASV, Vendor must be licensed to conduct business in Washington, including registering with the Washington State Department of Revenue. The Vendor must collect and report all applicable taxes.

#### 4.5 (M) Use of Subcontractors

WSDOT will accept Responses that include third party involvement only if the Vendor submitting the Response agrees to take complete responsibility for all actions of such Subcontractors. Vendors must state whether Subcontractors are/are not being used, and if they are being used, Vendor must list them in response to this subsection. WSDOT reserves the right to approve or reject any and all Subcontractors that Vendor proposes. Any Subcontractors engaged after award of the Contract must be pre-approved, in writing, by WSDOT.

Specific restrictions apply to contracting with current or former state employees pursuant to chapter 42.52 RCW. Vendors should familiarize themselves with the requirements prior to submitting a Response.



#### **4.6 (M) FEDERAL TRANSIT AUTHORITY (FTA)**

Projects may be funded by FTA funds. Exhibit E – FTA Administration Articles lists all additional terms and conditions the apparent successful Vendor will be required to comply with.

The Vendor must complete and submit the following certifications and declarations as part of their response to this RFP.

1. Exhibit F – Certification Regarding Drug Free Workplace
2. Exhibit G – Certification Regarding Lobbying
3. Exhibit H – Government-Wide Debarment and Suspension
4. Exhibit I – Accounting System Questionnaire
5. Exhibit J – Standard Form LLL
6. Exhibit K – FEMA/Homeland Security Port Security Grant Program

#### **4.7 (M) FEDERAL HIGHWAYS ADMINISTRATION (FHWA)**

Projects may be funded by FHWA funds. Exhibit L – FHWA 1273: Required Contract Provisions Federal-Aid Construction Contracts lists all additional terms and conditions the apparent successful Vendor will be required to comply with.

The Vendor must complete and submit the following declaration as part of their response to this RFP.

1. Exhibit L – FHWA 1273: Required Contract Provisions Federal-Aid Construction Contracts Declaration

#### **4.8 (M) Prior Contract Performance**

Vendor must submit full details of all Terminations for Default for performance similar to the products and services requested by this RFQQ experienced by the Vendor in the past five (5) years, including the other party's name, address and telephone number.

“Termination for Default” is defined as notice to Vendor to stop performance due to the Vendor's non-performance or poor performance and the issue was either: (a) not litigated; or (b) litigated and such litigation determined the Vendor to be in default.

Vendor must describe the deficiencies in performance, and describe whether and how the deficiencies were remedied. Vendor must present any other information pertinent to its position on the matter.

WSDOT will evaluate the information and may, at its sole discretion, reject the Response if the information indicates that completion of a Contract resulting from this RFQQ may be jeopardized by selection of the Vendor.

If the Vendor has experienced no such Terminations for Default in the past five years, so declare.

#### **4.9 (M) Insurance**

The ASV is required to obtain insurance to protect the State should there be any claims, suits, actions, costs, or damages or expenses arising from any negligent or intentional act or omission of the Vendor or its Subcontractor(s), or their agents, while performing work under the terms of any

Contract resulting from this solicitation. Vendors will find a complete description of the specific insurance requirements in the proposed contract terms in Appendix B, *Model Contract*.

#### **4.10 (M) Technology Environment**

Vendor must provide technology/products and expertise that operates in the WSDOT/WSF technology environment. Respond to each of these technology items with vendor's ability to support it or information about any special requirements pursuant to the subject area (operating system, server environment, etc.):

- 4.10.1 Microsoft Windows server environment Windows 2008R2 or newer operating system deployed as physical or virtual servers
- 4.10.2 Red Hat Enterprise Linux server environment 5/6/7 deployed as physical or virtual servers
- 4.10.3 EMC VMware virtual hosts
- 4.10.4 Microsoft Windows workstation environment Windows 7/8.1/10
- 4.10.5 Microsoft SQL Server 2008R2 or newer data base environment
- 4.10.6 Microsoft Internet Explorer 10/11
- 4.10.7 Google Chrome version 43 or newer
- 4.10.8 Specify operating platform(s) required for all other devices in the solution proposed
- 4.10.9 Specify any "Cloud"-based or off-premise hosting options available directly as a part of the solution
- 4.10.10 Netbios and WINS networking is PROHIBITED on the target network and must be removed from or disabled in the solution

#### **4.11 (M) Operating Environment**

- 4.11.1 Equipment deployed in the spaces for counting must tolerate a marine environment. Are the necessary components of the solution certified for National Marine Electronics Association (NMEA) standards?
- 4.11.2 The equipment installed must be able to perform in both daylight and artificial light (fluorescent/incandescent/halogen) in both high- and low-lumen settings.
- 4.11.3 Equipment may be installed in areas that will be subject to vibration caused by the landing of a vessel against the structure where the passenger counting equipment is installed. Describe how the equipment will be protected from these conditions, in design, mounting, etc.
- 4.11.4 The pilot implementation for this solution will be WSF's Colman Dock (Pier 52) facility in downtown Seattle, Washington state. Upon successful implementation of the pilot, up to five (5) additional sites are targeted for installation during the initial term of the contract. The sites are WSF terminal facilities in Bremerton, Bainbridge Island, Edmonds, Kingston, and Anacortes.

#### **4.12 (M) Product/Solution Functions and Capabilities**

- 4.12.1 Accurately count and record the number of people embarking and disembarking a vessel (in two directions across the counting "field"):

- 4.12.2 Via an overhead walkway
  - 4.12.3 Walking across the vehicle bridge
- 4.12.4 Riding a bicycle across the vehicle bridge
- 4.12.5 Combine counts from multiple devices at different locations on the site to provide a “Total Count” from all devices
- 4.12.6 Provide the count total in a format that can be readily compared to statistics from other devices to control for accuracy and deviation, and for long-term record-keeping.
- 4.12.7 Provide accurate tallies without regard to ADA accommodations (wheelchairs, motorized chairs, etc.).
- 4.12.8 Format a message for count totals that can be communicated on a regular basis (every  $x$  seconds) or on demand to a device on the WSDOT network identified by IP address or DNS name
- 4.12.9 Provide an API or other programmatic interface that enables integration with existing WSDOT systems, including, but not limited to:
  - Ticketing system
  - Fleet deployment and schedule systems
  - Data warehouse
- 4.12.10 Provide an alert when any measuring device (camera, heat sensor, etc.) has become blocked or otherwise disabled
- 4.12.11 Provide a simple interface for a user in the field to set an alert level that creates an alarm when a the alert level is exceeded
- 4.12.12 Include simple controls in an easy-to-use interface for resetting the system counters and alert levels or making other adjustments between sailings.
- 4.12.13 Describe the technology employed in recognizing the passenger to be counted (e.g., shape recognition, heat detection, etc.)
- 4.12.14 Define the level of accuracy that will be achieved given the environmental and operating constraints observed after the site visit
- 4.12.15 Describe how the technology distinguishes between people (adults, children, infants/babes-in-arms) and other shapes or objects such as pets, bicycles, luggage/cargo carriers, etc.

#### **4.13 (M) Documentation**

- 4.13.1 User Manual [electronic and hard copy]

A manual for the end-users of the solution (WSF terminal employees) shall be provided in both electronic format (pdf or docx formats) and a single hardcopy. Connections to external (Internet) web sites as the sole method of reviewing documentation is not acceptable.
- 4.13.2 Operations / Maintenance Manual [electronic and hard-copy]

A manual of procedures for installation of any components of the solution, regular maintenance procedures, and other requirements for keeping the solution in good

working order shall be provided in both electronic format (pdf or docx formats) and a single hardcopy. Connections to external (Internet) web sites as the sole method of reviewing documentation is not acceptable.

4.13.3 Training Manual [electronic or web-based]

A training regimen for the end-user of the solution (WSF terminal employees) shall be provided in one or more suitable formats. Connection to an external (Internet) web site for the purposes of familiarizing end-users with the operation of the solution is acceptable.

4.13.4 Technical architecture diagrams

Vendor will provide a *pro forma* set of drawings detailing the intended installation architecture based on the information in this document and further information imparted during the site visit or in subsequent documentation. The technical architecture diagrams will show in detail how the counting data moves through the system and the configuration of the devices

4.13.5 Test methodology and plans

Vendor will provide an overview of the testing to be undertaken in proving the robustness, resiliency, and functionality of the solution after installation at WSF terminal(s). Test plans should include testing expectations under light load, heavy load, and simulations of inclement weather. Any standard test scripts employed in this testing to be included in the response.

#### **4.14 (M) System Maintenance**

4.14.1 Daily/regular maintenance tasks

Describe all routine maintenance that is required on a daily or regular basis to keep the system functioning properly. For example:

a) Does the solution require regular rebooting or restarting of hardware and software components? How often is this activity required?

b) Is data base pruning or truncating required on a regular basis? How often is this activity required?

c) What other routine or daily tasks are required to keep the system functioning normally?

d) What is the skill level required to perform daily maintenance tasks? Does the solution require daily or regular attention from a skilled technology engineer? The vendor must provide enough detail of skills required to allow WSDOT to evaluate the added responsibilities required of staff to maintain the system in working order.

4.14.2 Hardware/Software vendor maintenance and support

Describe the support programs available for vendor-provided support and maintenance.

a) Is an annual support and maintenance fee applied? How is this fee determined?

b) Describe the services offered and include all costs associated with any service(s) provided in Section 6.

## SECTION 5

### 5. Experience and Skill Qualifications

Respond to the following requirements per the instructions in section 3.5.

#### 5.1 (M) Vendor Staff Experience Levels

Vendor must provide staff to install and test the solution under the terms of this acquisition who are capable of working in the operating and technical environments described in Section 4. At least one of these staff must demonstrate the experience and knowledge necessary to perform those duties at an Expert Level, as described below. Staff represented by résumé or otherwise as part of vendor qualifications must be available to report for work within fifteen (15) business days from the date the individual qualifications are noted as acceptable to WSDOT.

##### Expert Level

Qualifications: Ten (10) or more years of increasing levels of responsibilities associated with operating system and occupancy-counting technologies, including leadership or management responsibilities. Proven interpersonal communications and problem solving skills. Ability to provide innovative ideas, identify problem areas and provide solutions, and transfer technical information to state staff. Proficiency in integration of multiple complex disparate systems working with a technically diverse staff.

Examples of expertise preferred include: system architect, project manager, lead programmer, network designer, database manager, quality assurance consultant, design consultant, etc.

Example duties may include: performs complex network and security analysis, design, development, installation, maintenance, support, tuning, and/or monitoring tasks. Participates in client meetings, interacts with WSDOT technical staff and assists and/or supervises less experienced consultants. Familiar with all phases of analysis, design and implementation of major technology systems, fault diagnosis and isolation, performance measurement and capacity planning and management and/or network design, implementation and performance testing. Extensive background in analysis and requirements development, applied quality control practices, and information technology systems testing and implementation.

#### 5.2 (MS) Vendor Qualifications

Vendor must submit a response explaining its ability to staff the project appropriately.

##### 5.2.1 Experience

To qualify in this category, Vendor must warrant that it has at least one (1) staff consultant who has provided a minimum of twelve (12) months of consulting services for the purposes of design and implementation of counting technologies within the past 24 months.

##### 5.2.2 Resources

Vendor must indicate the maximum number of individuals its organization is capable of providing at the Expert Level as described in Section 5.1. Vendor must indicate how many of these Expert-level consultants are available for work in the Seattle area.

### 5.2.3 Direct Work History

List engagements where Vendor provided design, installation, and support services for pedestrian counting solutions. Those Vendors who are able to identify the most extensive related experience will receive the highest evaluation scores. Indicate Vendor's level of support for the engagement by using the number of years, months or other measurement of active participation.

### 5.2.4 Other Related Experience

Vendors having additional skills or experience related to Pedestrian Passenger Counting, which may be of value to WSDOT, should list the experience below.

## 5.3 (MS) Client References

Vendor must ensure that a minimum of three (3) of its commercial or government clients submit completed reference forms (see Exhibit B directly to the RFQQ Coordinator by the deadline set forth in the Schedule (Section 2).

The Counting Solution purchased and deployed by these clients must be similar to that requested by this RFQQ. Each client must currently use the Counting Solution referenced. Each client must have deployed the solution within the last 3 years and for a duration of at least 12 months.

References must not be from a person, company or organization with any special interest, financial or otherwise, in the Vendor.

Vendor is responsible for ensuring that its clients submit their reference information directly to the RFQQ Coordinator by the time and date specified in the Schedule (Section 2). Vendor must select clients who will respond in a timely manner to the RFQQ Coordinator's telephone query with objective information concerning the Counting Solution they have deployed. WSDOT reserves the right to contact Vendor's client references directly for clarification of any information provided by the reference client. In the event that the forms are not received by the date specified in the Schedule Section 2, WSDOT will make one (1) attempt to contact the client and obtain a reference. If a contact cannot be made, the reference will be disallowed.

WSDOT reserves the right to eliminate from further consideration in the RFQQ process any Vendor who, in the opinion of WSDOT, receives an unfavorable report from a client. WSDOT may, at its discretion, contact other Vendor clients for references.

## (MS) Oral Presentations

WSDOT at its sole discretion may elect to select the top scoring finalists for an oral presentation and final determination of Contract award. The oral presentation must include a proposed work plan, complete description of how the solution will operate in WSDOT's environment, and a functional demonstration of Vendor capabilities and the usefulness of the proposed solution.

If WSDOT elects to hold oral presentations, it will contact the top scoring Vendors to schedule a date, time, and location. Representations made by the Vendor during the oral presentation will be considered binding.

## SECTION 6

### 6. FINANCIAL QUOTE

Respond to the following requirements per the instructions in section 3.5.

#### 6.1 Overview

Although WSDOT is not required to select the Vendor with the lowest overall prices, WSDOT seeks to acquire a Pedestrian Passenger Counting solution that best meet the State's needs at the lowest cost and best value.

Contract prices must include all cost components needed for the provisioning of the solution as described in Sections 4 and 5 of this document, Any technology or skills offered by the Vendor or its Subcontractor(s) necessary for the successful implementation of a complete Pedestrian Passenger Counting solution that does not have a corresponding separate price will have no separate additional cost to WSDOT when acquired by WSDOT.

#### 6.2 Financial Grounds for disqualification

Failure to identify all costs in a manner consistent with the instructions in this RFQQ is sufficient grounds for disqualification.

#### 6.3 Taxes

Vendor must collect and report all applicable state taxes as set forth in Section 6.12, *Vendor Licensed to do Business in Washington*. Vendor must not include taxes on the *Price List* or in the *Cost Model* form (Exhibit M).

#### 6.4 (M) Price List

- 6.3.1 Vendor must provide a *Price List* as an attachment to its Response. Such list shall include the prices for all component technology and services necessary to meet the RFQQ's minimum mandatory requirements. Vendor's *Price List* may include any additional products, software, and services appropriate to the scope of this RFQQ.
- 6.3.2 All terms on the price list must be compatible with the terms of the RFQQ and subsequent Contract.
- 6.3.3 All prices provided in the Exhibit M - *Cost Model* must be consistent with and cross-reference the *Price List*.

#### 6.5 (M) Presentation of All Cost Components

All elements of recurring and non-recurring costs must be identified and included in the *Price List* and *Cost Model*. This must include, but is not limited to, all administrative fees, maintenance, manuals, documentation, shipping charges, labor, travel, training, consultation services, wiring and supplies needed for the installation, warranty work and maintenance of the Pedestrian Passenger Counting solution.

##### 1. Training

Classroom training costs must include all documentation and materials.

## **2. Software Licensing**

The License(s) must be perpetual.

## **3. Miscellaneous Expenses**

Expenses related to day-to-day performance under any Contract, including but not limited to, travel, lodging, meals, incidentals will **not** be reimbursed to the Vendor. Hourly rates proposed by Vendor must include these costs.

### **6.6 (M) Price Protection**

For the entire term(s) of the Contract, the Vendor must guarantee to provide the Pedestrian Passenger Counting solution at the proposed rates. Rates cannot increase during any term of the Contract.

A renewal fee shall not exceed a 7 percent (7%) increase in any one year above the immediately preceding year's fee.

### **6.7 (M) Price Decrease Guarantee**

The ASV, at its discretion, may elect to provide the Pedestrian Passenger Counting solution specified in this RFQQ at a lower price than originally quoted at any time during the term of the Contract. If the Manufacturer's suggested retail price decreases at any time during the term of the Contract, Vendor must pass on the decrease for all subsequent purchases. The decrease must be proportionate to the percentage decrease of the Manufacturer's suggested retail price.

### **6.8 (M) Costs Not Specified**

Where there is no charge or rate for a component technology or service comprising the Pedestrian Passenger Counting solution enter N/C (no charge) or zero (0) on the *Price List* or *Cost Model*, as applicable. If the Vendor fails to provide a price, the State will assume the item is free. If the Vendor states "no charge" for an item in the model, the State will receive that item free for the period represented in the model.

### **6.9 (M) Cost Model**

The *Cost Model* form contained in Exhibit M must be completed using the pricing from Vendor's proposed *Price List* included in its Response. Vendor must include in the *Cost Model* all cost components needed for the provisioning of the Pedestrian Passenger Counting solution as described in Sections 4 and 5 of this document.

### **6.10 (MS) Completion of Cost Model**

The Vendor must follow the instructions set forth below to complete the *Cost Model*, which will be the basis for evaluation of the Financial Response as specified in Section 0, *Financial Quote Evaluation*. Use the forms in Exhibit M, *Cost Model*, to itemize the costs associated with your proposed Pedestrian Passenger Counting solution. All prices appearing in the *Cost Model* must also be included in Vendor's *Price List*.

## **(M) IDENTIFICATION OF COSTS**

In this section of the proposal, the Vendor is to identify all costs to be charged for performing the tasks necessary to accomplish the objectives of the contract. The Vendor



is to submit a fully detailed budget including staff costs and any non-labor expenses necessary to accomplish the tasks and to produce the deliverables under the contract.

#### **6.11.1 (M) Additional Required Identification of Costs**

The Vendor must list any additional costs not identified on Exhibit M – Cost Proposal Worksheet that is required to implement their proposed solutions. All Additional Required Costs identified shall be included as part of the Total Proposal Cost.

#### **6.11.2 (M) Subcontractor Identification of Costs**

The Vendor must separately specify and price any subcontractor's cost if applicable on a separate Exhibit. This worksheet must follow the same format as Exhibit M - Cost Proposal Worksheet and must display the word "SUB-CONTRACTOR" in bold letters clearly printed across the top of each page of the documents.

If any functions will not be performed by a subcontractor, Vendor must state "Not applicable" to this section in its proposal.

#### **6.11.3 (M) OMWBE COSTS**

If Vendor and/or subcontractor(s) are certified by the Office of Minority and Women's Business Enterprises are proposed, the Vendor must set out in the Cost Proposal the portion to be paid to the certified MBE and/or the WBE firm. Costs for subcontractors, which are not certified, are also to be broken out separately.

#### **6.11.4 (M) Optional Identification of Costs**

The Vendor may list any optional costs of products that are not required to implement their proposed solution, but may be of benefit to WSDOT for the proposed solution. Any identified optional product costs will not be included as part of the Total Proposal Cost

### **(M) STATE SALES TAX**

Vendor will be required to collect and pay Washington state sales tax, if applicable.

## **7. BEST VALUE TO WSDOT**

### **7.1 (M) Best Value**

Vendor must describe in detail what value its product and/or service will provide to WSDOT, such as: the robustness of the proposed solution, supportability of the proposed solution, flexibility of the proposed solution, extensibility of the proposed solution, compliance to industry standards, and ease of use of the proposed solution.

## SECTION 8

### 8. EVALUATION PROCESS

#### 8.1 Overview

The Vendor who meets all of the RFQQ requirements and receives the highest number of total points as described below in Section 8.4, *Vendor Total Score*, will be declared the ASV and enter into contract negotiations with WSDOT.

#### 8.2 Administrative Screening

Responses will be reviewed initially by the RFQQ Coordinator to determine on a pass/fail basis compliance with administrative requirements as specified in Section 3, *Administrative Requirements*. Evaluation teams will only evaluate Responses meeting all administrative requirements.

#### 8.3 Mandatory Requirements

Responses meeting all of the administrative requirements will then be reviewed on a pass/fail basis to determine if the Response meets the Mandatory requirements (see Sections 4, 5, 6 & 7). Only Responses meeting all Mandatory requirement will be further evaluated.

The State reserves the right to determine at its sole discretion whether Vendor's response to a Mandatory requirement is sufficient to pass. If, however, all responding Vendors fail to meet any single Mandatory item, WSDOT reserves the following options: (1) cancel the procurement, or (2) revise or delete the Mandatory item.

#### 8.4 Allocation of Points

The scores for Response will be assigned a relative importance for each scored section. The relative importance for each section is as follows:

<b>PHASE I</b>		
Vendor Requirements	<i>30 points/percent</i>	
Experience and Skill Qualifications	<i>30 points/percent</i>	
Financial Quote	<i>20 points/percent</i>	
<b>Phase I Subtotal</b>	<b><i>80 points/percent</i></b>	
<b>PHASE II</b>		
Oral Presentation/Interview	<i>10 points/percent</i>	
Best Value	<i>10 points/percent</i>	
<b>Phase II Subtotal</b>	<b><i>20 points/percent</i></b>	
<b>Total (Phase I and Phase II)</b>	<b><i>100 points/percent</i></b>	

#### 8.5 Qualitative Review and Scoring

Only Responses that pass the administrative screening and Mandatory requirements review will be evaluated and scored based on responses to the scored requirements in the RFQQ. Responses receiving a "0" on any Mandatory Scored (MS) element(s) will be disqualified.

##### 8.6.1 Experience and Skill Qualifications Evaluation

Each scored element in the Experience and Skill Qualifications section of the Response will be given a score by each team evaluator. Then, the scores will be totaled and an average score for each Vendor will be calculated as set forth below. This will be used in the calculation of Vendor's total score, as set forth in Section 0, *Vendor Total Score*.

Evaluation points will be assigned based on the effectiveness of the Response to each experience/skill requirement. A scale of zero to four will be used, defined as follows:

0	Unsatisfactory	Capability is non-responsive or wholly inadequate.
1	Below Average	Capability is substandard to that which is average or expected as the norm.
2	Average	The baseline score for each item, with adjustments based on the evaluation team's reading of the Response.
3	Above Average	Capability is better than that which is average or expected as the norm.
4	Exceptional	Capability is clearly superior to that which is average or expected as the norm.

$\frac{\text{Sum of Evaluators' Skill Scores}}{\text{Number of Evaluators}} = \text{Vendor's Avg. Skill Score}$
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#### 8.6.2 Vendor Requirements Evaluation

Each scored element in the Vendor Requirements section of the Response will be given a score by each team evaluator. Then, the scores will be totaled and an average score for each Vendor will be calculated as set forth below. This will be used in the calculation of Vendor's total score, as set forth in Section 0, *Vendor Total Score*.

Evaluation points will be assigned based on the effectiveness of the Response to each experience/skill requirement. A scale of zero to four will be used, defined as follows:

0	Unsatisfactory	Capability is non-responsive or wholly inadequate.
1	Below Average	Capability is substandard to that which is average or expected as the norm.
2	Average	The baseline score for each item, with adjustments based on the evaluation team's reading of the Response.
3	Above Average	Capability is better than that which is average or expected as the norm.
4	Exceptional	Capability is clearly superior to that which is average or expected as the norm.

$\frac{\text{Sum of Evaluators' Vendor Requirements Scores}}{\text{Number of Evaluators}} = \text{Vendor's Avg. Vendor Req. Score}$
---

## 8.7 COST PROPOSALS – TEN (10) MAXIMUM POINTS POSSIBLE

The score for the cost proposal will be computed by dividing the lowest total cost bid received by the Vendor's total cost. Then the resultant number will be multiplied by the maximum possible points for the cost section.

Example:

Vendor A \$100,000.00

Vendor B \$115,000.00

Vendor C \$130,000.00

Maximum Points Possible 100 points

Vendor A	Vendor B	Vendor C
<u>100,000.00</u>	<u>100,000.00</u>	<u>100,000.00</u>
100,000.00	115,000.00	130,000.00
1 x 100 points	.87 x 100 points	.77 x 100 points
100 points	87 points	77 points

#### 8.7.1 Financial Quote Evaluation

The financial evaluation team will calculate the financial score for the Financial Quote section of the Response using Vendor's Cost proposal (Exhibit M). This financial score will be used in the calculation of Vendor's total score, as set forth in Section 8.11, *Vendor Total Score*.

$\frac{\text{Lowest Cost Quote}}{\text{Vendor's Cost Quote}} \times \text{Ten Points} = \text{Financial Score}$
---

### 8.8 Phase II Evaluation (Oral Presentation Score)

WSDOT may, after evaluating the written proposals, elect to schedule interviews of the top scoring finalists. The RFQQ Coordinator will notify finalists of the date, time and location of the oral presentations. The dates in the Schedule (Section 2) are an estimate and are subject to change at the discretion of WSDOT.

Final points for the interviews will be calculated by an average of the individual scores as set forth below. This will be used in the calculation of Vendor's total score, as set forth in Section 8.11, *Vendor Total Score*.

$\frac{\text{Sum of Evaluators' Oral Presentation Scores}}{\text{Number of Evaluators}} = \text{Vendor's Avg. Oral Presentation Score}$
---

### 8.9 BEST VALUE TO WSDOT 10 (MAXIMUM POINTS POSSIBLE)

This section is worth 10 points and is an all or nothing category. Only one Vendor whose proposal is determined to be the Best Value will be awarded the 10 points.

### 8.10 Vendor Total Score

Vendors will be ranked using the Vendor's Total Score for its Response, with the highest score ranked first and the next highest score ranked second, and so forth. Vendor's Total Score will be calculated as follows:

$\text{Total Score} = (\text{Vendor Requirements Score}) + (\text{Vendor Experience and Skill Score}) + (\text{Financial Score}) + (\text{Phase II Score}) + (\text{Best Value})$
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### **8.11 Selection of Apparently Successful Vendor**

The Vendor with the proposal the most advantageous to the State will be declared the ASV. WSDOT will enter into contract negotiations with the ASV. Should contract negotiations fail to be completed within one (1) month after initiation, WSDOT may immediately cease contract negotiations and declare the Vendor with the second highest score as the new ASV and enter into contract negotiations with that Vendor. This process will continue until the Contracts are signed or no qualified Vendors remain.